



# Tennessee Agricultural Enhancement Program

## A Cost Share Program for Tennessee Farmers

### 2014 PRODUCER APPLICATION • APPLICATION PERIOD JUNE 1 - JUNE 7, 2014

TAEP provides cost share assistance for long term investments in Tennessee’s livestock and farming operations. TAEP is a direct result of Tennessee’s commitment to supporting its agricultural industry and rural economies.

# Application A

Genetics • Livestock Equipment • Livestock Working Facility Cover  
Hay Storage • Grain Storage • Livestock Feed Storage

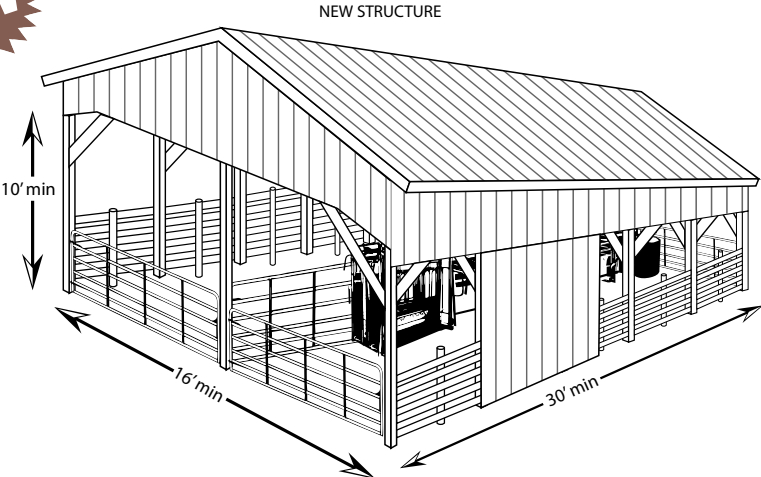


**Livestock Working Facility Cover Program –**  
Improve safety, functionality and longevity of livestock working equipment by providing a protective cover. *See pages 10-12 for more details.*



**NEW TAEP Producer Diversification (Application B) Supplement**  
Improved application materials are now available for this program in a separate booklet. *See page 2 for more details.*

**Apply Online**  
TAEP [Application A](#) & [Application B](#) are now available online ([www.tn.gov/taep](http://www.tn.gov/taep)). *See page 19.*



Application Guide		
Cost Share Options .....	Livestock Working Facility Cover .....	<a href="#">Application A</a> - Genetics, Equipment, Working
50% Master Producer Requirements .....	Grain Storage.....	Facility Cover, Hay, Feed and Grain Storage .....
Eligibility Requirements .....	Hay Storage .....	Quick Reference Guide.....
Rules .....	Livestock Feed Storage.....	
Genetics .....	How to Apply.....	
Livestock Equipment.....	TAEP Online Instructions .....	

## COST SHARE OPTIONS

### 2014 Producer Cost Share Opportunities

Application A			
Programs	Cost Share Maximums		Reimbursement Deadlines
	35% Standard Producer	50% Master Producer	
Livestock Equipment	\$3,500	\$3,500	Dec. 1, 2014
Livestock Feed Storage	\$10,000	\$10,000	Dec. 1, 2014
Genetics	\$1,200	\$1,200	May 1, 2015
Cattle and Goats/Sheep	Maximum reimbursement for Goats/Sheep is \$350		
Livestock Working Facility Cover	\$3,500	\$3,500	May 1, 2015
Hay Storage	\$7,500	\$7,500	May 1, 2015
Grain Storage	\$15,000	Not Available	May 1, 2015
Use <u>Application A</u> for all programs listed above. See <i>Pages 18-22</i> .			
Application B			
Producer Diversification	\$10,000	\$15,000	May 1, 2015
Program information, application instructions, and <u>Application B</u> are available in a <b>separate</b> booklet titled 2014 Producer Diversification Application B Supplement. Request a copy by emailing <a href="mailto:Producer.Diversification@tn.gov">Producer.Diversification@tn.gov</a> or visit <a href="http://www.tn.gov/taep">www.tn.gov/taep</a> .			

## PRODUCER DIVERSIFICATION APPLICATION B SUPPLEMENT

The goal of the Producer Diversification program is to encourage agricultural producers to expand or improve their operation through the production of diversified agricultural products. This program provides cost share opportunities for industry sectors of Agritourism, Fruits & Vegetables, Honey Bees, Horticulture, Organics, and Value-Added Products. Project categories include farm infrastructure, marketing, and specialized equipment. Applications are competitively evaluated by industry sector according to each individual project. **Projects are identified primarily by the sector in which they are eligible.**

Program information, application instructions, and Application B are now available in a separate booklet titled 2014 Producer Diversification Application B Supplement.



Below are examples of sector projects. See supplement for more examples.

### Agritourism

- Educational Pavilion
- Hand Washing Station
- Signs
- Restroom Facility
- Retail Shelters

### Fruits & Vegetables

- Greenhouse
- Harvest Bins
- Irrigation
- Air Blast Sprayer
- Packing Facility

### Honey Bees

- Apairy Expansion
- Honey Processing Equipment
- Pollination Services
- Honey Processing Facility

### Horticulture

- Irrigation
- Potting Wagons
- Propagation Area
- Rolling Carts
- Soil Mixer
- Tree Spade

### Organics

- High Tunnel/Hoop House
- Flail Mower
- Irrigation
- Roller Crimper

### Value-Added Products

- Walk-in Freezer
- Chest Freezer
- Processing Area
- Processing/Packaging Equipment

# 50% MASTER PRODUCER REQUIREMENTS

## 50% Master Producer Requirements – Application A

- Applicants approved for cost share must complete a course, related to their operation, prior to the program reimbursement deadline to be eligible for 50% cost share.
- The certificate must be in the name of the applicant approved for cost share. *No substitutions allowed.*
- Applicants that have not completed the appropriate course by reimbursement deadline will be eligible for the standard cost share of 35%.

### Eligible UT Courses

Master Beef Producer (MBP)

Advanced Master Beef Producer (AMBP)

Master Meat Goat Producer (MMGP)

Advanced Master Meat Goat Producer (AMMGP)

Tennessee Quality Milk Initiative (TQMI) – three or more modules

Master Dairy Producer (MDP) – two or more modules

## 2015 TAEP – Early Bird Alert

All current master certifications are still accepted for the 2014 TAEP cost share programs. Please note that new continuing education opportunities are now offered by UT Extension. These courses include Advanced Master Beef Producer, Advanced Master Meat Goat Producer, and the new Master Dairy Producer. Many master certifications will expire after the completion of the 2014 TAEP funding year in May 2015. Please consider taking the new advanced master courses when offered.

Visit [www.tn.gov/taep](http://www.tn.gov/taep) for additional information about educational requirement changes for 2015. See link for Master Certification Information.

### Eligibility By Program & Producer Type

Program	Cattle	Goat/Sheep	Hay
Genetics	MBP, AMBP, TQMI, MDP	MMGP, AMMGP, TQMI, MDP	Not Eligible
Livestock Equipment	MBP, AMBP, TQMI, MDP	MMGP, AMMGP, TQMI, MDP	Not Eligible
Livestock Working Facility Cover	MBP, AMBP, TQMI, MDP	MMGP, AMMGP, TQMI, MDP	Not Eligible
Hay Storage	MBP, AMBP, TQMI, MDP	MMGP, AMMGP, TQMI, MDP	MBP, AMBP, MMGP, AMMGP, TQMI, MDP
Livestock Feed Storage	MBP, AMBP, TQMI, MDP	MMGP, AMMGP, TQMI, MDP	Not Eligible
Grain Storage	Master Producer 50% is not available for this program.		

### Course Schedules

#### University of Tennessee/Tennessee State University Extension

Visit [utextension.tennessee.edu](http://utextension.tennessee.edu) or [www.tnstate.edu/extension](http://www.tnstate.edu/extension) to find your local UT/TSU Extension office and inquire about educational course offerings. Inquire about partial scholarships for participation in master producer certification programs. Funding is provided by TN Department of Agriculture and paid directly to University of Tennessee.

#### TAEP

Visit [www.tn.gov/taep](http://www.tn.gov/taep). See link for Master Certification Information. Each course section includes a link for UT class schedules along with important course information.

## ELIGIBILITY REQUIREMENTS

1. Applicant must be a citizen of the United States of America and/or lawfully present in the United States.
2. Applicant must be an individual Tennessee resident operating a farm located in Tennessee.
3. Applicant must be at least 18 years old on application date.
4. Applicant must have the ability and **financial capacity to complete the project**.
5. Applicant must meet minimum livestock/acreage requirements for each program applied for, where applicable.

Head of livestock = maximum number of single type, regardless of sex or age, **at one time** during the last 12 months.

6. Applicant or a member of the applicant's immediate family must own land where **permanent structures** will be built. Only one application, per premises or property, per family owned land, per household, per business, per application period is allowed.

- Immediate family members include: spouse; children; parents; siblings; grandparents; grandchildren; great grandparents; and spouse's children, parents, siblings, grandparents, grandchildren, great grandparents.
- Livestock Equipment and Genetics projects can be located on leased land.
- See Livestock Working Facility Cover, Hay Storage, Livestock Feed Storage, Grain Storage and Producer Diversification programs for more information.

7. **Premises registration** is required for applicants with livestock on their operations.

- Applicant name must match contact name (primary or alternate) listed on premises account to be eligible.
- The premises account number is tied to the individual.
- The premises id number is tied to the farm address.
- An individual can have multiple premises id numbers if they have multiple farm locations.
- The farm address listed on the cost share application must match the address for the premises id listed on the application.
- Premises registration forms and instructions are available from TDA by calling 615-837-5120 or at [www.tn.gov/agriculture/regulatory/livestock.html](http://www.tn.gov/agriculture/regulatory/livestock.html).

8. Beef and Dairy cattle producers must have current **TN Beef Quality Assurance Certification (BQA)** at date of application.

BQA is a two-hour educational course on cattle management and care sponsored by the Tennessee Cattlemen's Association (TCA). BQA numbers must be **CURRENT** at time of application. Contact TCA for additional information on BQA classes at 615-896-2333, [info@tncattle.org](mailto:info@tncattle.org), [www.tncattle.org](http://www.tncattle.org) or your local UT Extension office, [utextension.tennessee.edu](http://utextension.tennessee.edu).

9. Swine producers must have current **Pork Quality Assurance Plus Certification (PQA)** at date of application.

PQA Plus is a two-hour educational course on swine management and care sponsored by the Tennessee Pork Producers Association (TPPA). PQA numbers must be renewed every three years and **CURRENT** at time of application. Contact TPPA for additional information on PQA Plus classes at 615-274-6533 or [tnpork@tds.net](mailto:tnpork@tds.net).

10. Dairy producers (cattle, goats and sheep) must be permitted by TDA to be eligible as a dairy.

Contact TDA Regulatory Services, Food and Dairy Division, at 615-837-5193, for permit information.

11. Certifications, permits and other priority requirements as specified by program must be **completed by the applicant**. No substitutions allowed.

This applies to: BQA, PQA, dairy permit, premises registration, master producer certifications, and Producer Diversification requirements.

### Tennessee Department of Agriculture may:

- Accept, modify or reject any or all requests.
- Modify program criteria, approval and payment processes.
- Provide partial funding for specific activity components that may be less than the full amount requested.
- Require additional information from the applicant.
- Deny payments for projects that do not meet requirements.

## Application Rules

1. Applications must be submitted during the application period June 1-7, 2014.
  - Applications may be submitted by one of the following methods:
    - Online – June 1, 2014 through June 7, 2014.
    - Mail – Applications must have a postmark date ranging from June 1, 2014 through June 7, 2014.
    - Hand delivery to TDA, Holeman Building, 424 Hogan Road, Nashville, TN 37220 between **June 2, 2014 - June 6, 2014**.
  - Faxed or emailed applications will not be accepted.
  - Applications postmarked or hand delivered **prior** to June 1, 2014 and **after** June 7, 2014 are ineligible.
2. Application A cost share requests will be **approved by priority level**.  
(Genetics, Livestock Equipment, Livestock Working Facility Cover, Hay Storage, Livestock Feed Storage, and Grain Storage)
  - Applicants must prioritize their requests in the order of importance to their operation in 2014. (1=first priority, 2=second priority, 3=third priority).
  - Applicants can apply for no more than three cost share requests per application period.
3. Application B cost share requests are evaluated on a competitive basis by industry sector. (Producer Diversification).
4. Applicants may only submit one Application A per premises or property, per family owned land, per household, per business, per application period.
5. Applicants may only submit one Application B per premises or property, per family owned land, per household, per business, per application period.
6. Applicant will be notified in writing of approval or disapproval. Allow 12 weeks for application processing.

## Reimbursement Rules

1. Receipts/payments dated prior to June 1, 2014 are not eligible.
2. Cash receipts or receipts for in-kind services are not eligible (**trade-in value is not eligible**).
3. Used equipment, used materials and **leased equipment** are not eligible for cost share reimbursement unless otherwise noted.
4. Labor provided by applicant or their employees is not eligible for cost share reimbursement. Labor of any type is not eligible under Livestock Equipment.
5. Applicant cannot be reimbursed for purchases from a business where applicant participates in ownership (producer cooperatives excluded).
6. Applicants cannot combine projects with other applicants.
7. Proof of payment is required in the form of cancelled check copies (bank provided cancelled check copies are acceptable), cashier's check, money order or credit receipt/statement.
8. Reimbursement documentation must be postmarked or hand delivered by the deadline. Allow 10 weeks for processing. Additional processing time is required for incomplete requests and requests submitted within one month of the program deadline. Please note that it could take up to 6 weeks after payment approval date for checks to be processed.
9. There can only be one reimbursement payment per cost share approval. Projects must be completed before submitting reimbursement documentation.
10. Failure to complete projects and utilize any allocated funds can affect eligibility for future program participation.
11. Falsifying applications, invoices or other documents submitted to TDA may make producer and farm ineligible to participate in present and/or future TDA programs, and may result in civil litigation or criminal prosecution.

## Verification Rules

1. Applicant must utilize equipment and structures purchased with cost share funds for the intended purpose of the program for a minimum of three continuous years from date of purchase.
2. Site visits relating to the performance of the activity before, during and after completion may take place.
3. Applicants may be required to repay funds if they fail to comply with all aspects of the cost share guidelines.



# GENETICS - CATTLE

Livestock Minimum Requirements	Property	Premises Registration	Certifications	Cost Share \$1,200 Maximum	
Cattle - 30 Head	Owned or Leased	Required	BQA - Beef and Dairy	Standard 35%	Master 50%
Head of livestock = maximum number of single type, regardless of sex or age, <b>at one time</b> during the last 12 months.					

- Only one application, per premises or property, per family owned land, per household, per business, per application period is allowed.
- Producers who qualify for both Cattle and Goats/Sheep can only receive \$1,200 total reimbursement, with \$350 maximum allowed for Goats/Sheep.

## PROGRAM GOALS: Increase the marketability, longevity and reputation of Tennessee's cattle

### GUIDELINES

#### Eligible Items

- |   |  |
|---|--|
| <ol style="list-style-type: none"> <li>Bulls (natural service) <ol style="list-style-type: none"> <li>Purchased bulls - ownership must be maintained for a min. of 15 months</li> <li>Leased bulls - terms of lease - min. of 60 days up to one year <ul style="list-style-type: none"> <li>Max. lease reimbursement - \$400</li> </ul> </li> </ol> </li> <li>Artificial Insemination (AI) <ol style="list-style-type: none"> <li>Semen tanks</li> <li>Purchase of semen from eligible AI sires <ul style="list-style-type: none"> <li>Semen packages only - max. reimbursement \$15 per straw</li> </ul> </li> </ol> </li> </ol> | <ol style="list-style-type: none"> <li>Supplies &amp; Equipment <ul style="list-style-type: none"> <li>Estrus synchronization</li> <li>Heat detection - <i>computerized systems not eligible</i></li> <li>AI kit, contents and sanitation supplies</li> <li>Liquid nitrogen fills</li> </ul> </li> <li>AI technician fees - <i>mileage not eligible</i></li> <li>AI training certification - max. reimbursement \$200 (<i>only for applicant</i>)</li> </ol> <ol style="list-style-type: none"> <li>Testing - <i>mileage not eligible</i> <ol style="list-style-type: none"> <li>Breeding soundness evaluation (BSE)</li> <li>Pregnancy testing</li> </ol> </li> </ol> |
|---|--|

#### Requirements

Expected Progeny Differences (EPD's) and Lifetime Net Merit (LNM) have changed for this application period. Breed eligibility criteria will be posted online by July 1, 2014 at [www.tn.gov/taep](http://www.tn.gov/taep) and will be included in producer approval packet.

- |   |   |
|---|---|
| <ol style="list-style-type: none"> <li>Beef - AI and/or natural service bulls must meet or exceed the min. requirements for one of the following three <b>bull types</b>: <ol style="list-style-type: none"> <li>Balanced bulls (balance of good calving ease, growth and maternal)</li> <li>Terminal bulls (improved growth with acceptable calving ease; maternal not required) for use on mature cows</li> <li>Calving ease bulls (improved calving ease with acceptable growth and maternal)</li> </ol> <p>Each <b>bull type</b> (Balanced, Terminal or Calving ease bull) has a different set of EPD requirements - the required set of EPD's must be met for each of the following three EPD trait categories:</p> <ul style="list-style-type: none"> <li>Calving ease (CE <u>or</u> BW)</li> <li>Growth (WW <u>or</u> YW)</li> <li>Maternal (Milk range)</li> </ul> <p>EPD values must be current as of June 1, 2014. EPD's must be generated and printed from the most prominent national association of members for each eligible beef breed. Eligible beef breeds for the TAEP Genetics program must have a national breed performance testing program that participates in a National Cattle Evaluation Program recognized by the Beef Improvement Federation.</p> </li> <li>Dairy - AI and/or natural service bulls must meet or exceed the min. requirements for one of the following two trait categories <ol style="list-style-type: none"> <li>Lifetime Net Merit (LNM)</li> <li>Production index (ex. TPI for Holstein / JPI for Jersey)</li> </ol> <p>LNM or Index values must be current as of June 1, 2014</p> </li> <li>Breeding Soundness Evaluation (BSE) <ol style="list-style-type: none"> <li>Bulls must pass a BSE - certificate from a licensed veterinarian must be included with reimbursement request</li> </ol> </li> </ol> | <ol style="list-style-type: none"> <li>BSE must be completed within 90 days of purchase or reimbursement and must include confirmation of satisfactory semen quality. <i>Producers are encouraged to test bulls for Trichomoniasis during BSE testing.</i></li> </ol> <ol style="list-style-type: none"> <li>Electronic Identification (EID) - 15 digit number <ol style="list-style-type: none"> <li>Producer must identify bull with an electronic identification tag and provide number to TAEP</li> <li>Tags can be purchased at most farm supply stores or local veterinarian</li> </ol> </li> <li>Artificial Insemination (AI) <ol style="list-style-type: none"> <li>Cost of AI technicians or Tennessee licensed veterinarian fees are eligible; AI technicians must be certified by an accredited AI company</li> <li>Producers certified to do AI through an accredited program (e.g., Genex, ABS or Select Sires, etc) can do their own AI work<br/><i>Producer labor is not reimbursable</i></li> </ol> </li> <li>AI Certification <ol style="list-style-type: none"> <li>Training must be sponsored by an AI company that is a member of the National Association of Animal Breeders (NAAB) and follows the recommended guidelines</li> <li>Min. of two days training required - part of which must be in a classroom environment</li> </ol> </li> <li>Testing <ol style="list-style-type: none"> <li>BSE &amp; pregnancy testing - must be performed by a Tennessee licensed veterinarian</li> <li>Veterinarian testing record with individual animal ID must be submitted for reimbursement</li> </ol> </li> </ol> |
|---|---|

#### Ineligible Items - Most commonly requested

- |  |   |
|--|---|
| <ol style="list-style-type: none"> <li>Producer time and labor for AI work will not be reimbursed</li> <li>Embryo transfer</li> <li>Herd evaluation</li> <li>AI registration certificates</li> </ol> | <ol style="list-style-type: none"> <li>Mileage, transportation and delivery expenses</li> <li>Computerized heat detection systems</li> <li>Carcass ultrasounding</li> </ol> |
|--|---|

## GENETICS - GOATS/SHEEP

Livestock Minimum Requirements	Property	Premises Registration	Cost Share \$350 Maximum	
Goats and/or Sheep - 50 Head	Owned or Leased	Required	Standard 35%	Master 50%
Head of livestock = maximum number of single type, regardless of sex or age, <b>at one time</b> during the last 12 months.				

- Only one application, per premises or property, per family owned land, per household, per business, per application period is allowed.
- Producers who qualify for both Cattle and Goats/Sheep can only receive \$1,200 total reimbursement, with \$350 maximum allowed for Goats/Sheep.

### PROGRAM GOALS: Increase the marketability, longevity and reputation of Tennessee's goats & sheep

#### GUIDELINES

Eligible Items - Goats	Eligible Items - Sheep
<ol style="list-style-type: none"> <li>Bucks (natural service) <ol style="list-style-type: none"> <li>Must be fullblood or purebred registered bucks</li> <li>Purchased bucks - ownership must be maintained for a min. of two successive breeding seasons</li> </ol> </li> <li>Artificial Insemination (AI) <ol style="list-style-type: none"> <li>Semen tanks</li> <li>Purchase of semen from registered fullblood or purebred meat, dairy or fiber bucks</li> <li>Supplies &amp; equipment <ul style="list-style-type: none"> <li>Estrus synchronization</li> <li>Heat detection - <i>computerized systems not eligible</i></li> <li>AI kit, contents and sanitation supplies</li> <li>Liquid nitrogen fills</li> </ul> </li> <li>Tennessee licensed veterinarian AI fees - <i>mileage not eligible</i></li> </ol> </li> <li>Testing - <i>mileage not eligible</i> <ol style="list-style-type: none"> <li>Breeding soundness evaluation</li> <li>Pregnancy testing</li> </ol> </li> </ol>	<ol style="list-style-type: none"> <li>Rams (natural service) <ol style="list-style-type: none"> <li>Must be registered rams</li> <li>RR results for the Scrapie Codon 171 Genotype test</li> <li>NN results for the Spider Syndrome Genotype test</li> <li>Purchased rams - ownership must be maintained for a min. of two successive breeding seasons</li> </ol> </li> <li>Artificial Insemination (AI) <ol style="list-style-type: none"> <li>Semen tanks</li> <li>Purchase of semen from registered meat, dairy or fiber rams</li> <li>Supplies &amp; equipment <ul style="list-style-type: none"> <li>Estrus synchronization</li> <li>Heat detection - <i>computerized systems not eligible</i></li> <li>AI kit, contents and sanitation supplies</li> <li>Liquid nitrogen fills</li> </ul> </li> <li>Tennessee licensed veterinarian AI fees - <i>mileage not eligible</i></li> </ol> </li> <li>Testing - <i>mileage not eligible</i> <ol style="list-style-type: none"> <li>Breeding soundness evaluation</li> <li>Pregnancy testing</li> </ol> </li> </ol>
Requirements - Goats	Requirements - Sheep
<ol style="list-style-type: none"> <li>Physical Examination or Breeding Soundness Evaluation (BSE) <ol style="list-style-type: none"> <li>Bucks must pass a Phys Exam or BSE - certificate from a licensed veterinarian must be included with reimbursement request</li> <li>Must be completed within 90 days of purchase or reimbursement</li> </ol> </li> <li>Official Identification - tattoo, microchip or scrapie tag <ol style="list-style-type: none"> <li>Producer must identify buck with an official identification and provide number to TAEP</li> </ol> </li> <li>Artificial Insemination (AI) <ol style="list-style-type: none"> <li>Cost of Tennessee licensed veterinarian AI fees are eligible</li> <li>Producers certified to do AI through an accredited program can do their own AI work - <i>Producer labor is not reimbursable</i></li> </ol> </li> <li>Testing <ol style="list-style-type: none"> <li>BSE &amp; pregnancy testing - must be performed by a Tennessee licensed veterinarian</li> <li>Veterinarian testing record with individual animal ID must be submitted for reimbursement</li> </ol> </li> </ol>	<ol style="list-style-type: none"> <li>Physical Examination or Breeding Soundness Evaluation (BSE) <ol style="list-style-type: none"> <li>Rams must pass a Phys Exam or BSE - certificate from a licensed veterinarian must be included with reimbursement request</li> <li>Must be completed within 90 days of purchase or reimbursement</li> </ol> </li> <li>Official Identification - tattoo, microchip or scrapie tag <ol style="list-style-type: none"> <li>Producer must identify ram with an official identification and provide number to TAEP</li> </ol> </li> <li>Artificial Insemination (AI) <ol style="list-style-type: none"> <li>Cost of Tennessee licensed veterinarian AI fees are eligible</li> <li>Producers certified to do AI through an accredited program can do their own AI work - <i>Producer labor is not reimbursable</i></li> </ol> </li> <li>Testing <ol style="list-style-type: none"> <li>BSE &amp; pregnancy testing - must be performed by a Tennessee licensed veterinarian</li> <li>Veterinarian testing record with individual animal ID must be submitted for reimbursement</li> </ol> </li> </ol>
Ineligible Items - Most commonly requested	
<ol style="list-style-type: none"> <li>Producer time and labor for AI work will not be reimbursed</li> <li>Embryo transfer</li> <li>Herd evaluation</li> <li>AI registration certificates</li> </ol>	<ol style="list-style-type: none"> <li>Mileage, transportation and delivery expenses</li> <li>Computerized heat detection systems</li> <li>Carcass ultrasounding</li> </ol>

# LIVESTOCK EQUIPMENT

Livestock Minimum Requirements	Property	Premises Registration	Certifications	Cost Share \$3,500 Maximum	
Cattle - 30 Head Goats/Sheep - 50 Head	Owned or Leased	Required	BQA - Beef and Dairy Permit - Dairy	Standard 35%	Master 50%
Head of livestock = maximum number of single type, regardless of sex or age, <b>at one time</b> during the last 12 months.					

- Only one application, per premises or property, per family owned land, per household, per business, per application period is allowed.

## PROGRAM GOALS: Improve long term livestock husbandry and management capabilities and enhance farm safety

### GUIDELINES

#### A. Eligible Items Dairy, Beef, Goats/Sheep

- |   |   |
|---|---|
| <ol style="list-style-type: none"> <li>Head gate*</li> <li>Squeeze chute* (concrete to level)</li> <li>Carriage</li> <li>Palpation cage*</li> <li>Single animal scale (concrete to level)</li> <li>Multiple animal scale (concrete to level)<br/>Scales used for commerce must be state certified</li> <li>Hoof trimming table or chute</li> <li>Hay ring and/or cone insert</li> <li>Slant bar hay feeding wagon</li> <li>Pasture sprayers (must meet all of the following specifications to be eligible)               <ol style="list-style-type: none"> <li>Minimum tank capacity: 100 gal.</li> <li>Minimum pump output: 20 gal. per minute</li> <li>PTO or hydraulically driven roller or centrifugal pump</li> </ol> </li> <li>Covered mineral feeders (stand alone and ground only) - insecticide and/or oil applicator combinations are not eligible</li> <li>Feed bins - min. bin capacity/4 dry tons, stationary only (concrete pad to level)</li> <li>Unload auger for feed bin (max. 29 ft. length)</li> </ol> | <ol style="list-style-type: none"> <li>Creep feeder and/or panels</li> <li>Bunk feeders-concrete formed and/or steel (concrete to level) plastic not eligible</li> <li>Automatic cube pellet feeders</li> <li>EID, portable and/or panel readers</li> <li>Headlock stanchions and/or palpation rails</li> <li>Tubular gates for Livestock Management only</li> <li>Portable corral panels* for Livestock Management only</li> <li>Holding chute/alleyway</li> <li>Crowding tub system*</li> <li>Loading chute*</li> <li>Curved or offset working chute</li> <li>Holding pen               <ol style="list-style-type: none"> <li>Requirements                   <ul style="list-style-type: none"> <li>Securely attached to a handling, working or loading system</li> <li>Completely enclosed perimeter - stand alone sides not eligible See ineligible Item 7.</li> <li>Maximum size: 30,000 sq. ft.</li> </ul> </li> </ol> </li> </ol> |
|---|---|

#### (Items 21 - 25)

#### Working system guidelines

- Must conform to the individual item description & requirements
- Eligible components and materials include:
  - Items # 19 + 20
  - Alley panels\*, Alley frames\*
  - Rolling block doors, backstops, add-on alley sheets
  - Wire stockade or bull panels (1 to 6 gauge)
  - Lumber - boards and/or posts
  - Metal posts - includes I-beams, piping and/or T-posts
  - Concrete for setting posts

#### B. Dairy Only Items Dairy producers can also purchase items listed in section A

- |   |   |  |
|---|---|--|
| <ol style="list-style-type: none"> <li>Commercial water heater<sup>1</sup></li> <li>Water sterilization equipment</li> <li>Plate exchanger for cooling</li> <li>Milk vacuum pump</li> </ol> | <ol style="list-style-type: none"> <li>Milker pulsation equipment</li> <li>Vacuum system regulators</li> <li>Vacuum gauges</li> <li>Milk pipeline system<sup>2</sup></li> </ol> | <ol style="list-style-type: none"> <li>Milking equipment service contract<sup>3</sup></li> <li>Antibiotic and mastitis testing for on farm use<sup>4</sup></li> <li>Milk quality lab analyses</li> </ol> |
|---|---|--|

#### C. Goats/Sheep Only Items Goats/Sheep producers can also purchase items in section A

- |   |  |   |
|---|--|---|
| <ol style="list-style-type: none"> <li>Kidding/lambing pen, max. size per pen, 144 sq. ft. (12x12)</li> </ol> | <ol style="list-style-type: none"> <li>Fitting stand/hoof trimming table or chute</li> </ol> | <ol style="list-style-type: none"> <li>Tilt/roll table (concrete to level)</li> </ol> |
|---|--|---|

1 Water heaters must be capable of maintaining a water temperature of 165 degrees

2 Includes but not limited to automatic washer/sanitizing unit, clean in-place unit, washers, milker claws (units), vertical wash vat, monitoring systems

3 Milking equipment service contracts must be no longer than a 12 month period

4 Cow-side tests including incubator or heater block and test kits and subclinical mastitis detectors

Only items where (\*) is indicated may be new or used.

Used items must be:

- In excellent working condition
- No excessive rust
- Functional soundness
- Reasonable market price



## Ineligible Items - Most commonly requested

1. Used equipment and used materials unless otherwise noted
2. Labor of any type
3. Electrical service - materials/labor
4. Fuel
5. Delivery charges
6. Overhead coverings or roofing materials for working facilities equipment - *See Livestock Working Facility Cover program*
7. Woven wire, barbed wire, high tensile, electric fence, or any stand alone fences
8. Tanks
9. Liquid handling systems
10. Watering systems, fencing and high traffic areas - contact the Soil Conservation District office in your county to apply for cost share assistance on these practices
11. Concrete, except where noted
12. Gravel
13. Geotextile
14. Ear tags, taggers or software
15. Hoof trimmers
16. Hay un-rollers
17. Plastic feed bunks/troughs
18. Semen tanks - *See Genetics*
19. Guard rails
20. Fans
21. Calf hutches
22. Wagons and trailers
23. Mobile feed bins & gravity wagons
24. Manure spreaders - *See Livestock Feed Storage*
25. Grain transport augers - *See Grain Storage*
26. Weed wipers



# LIVESTOCK WORKING FACILITY COVER



Livestock Minimum Requirements	Property	Premises Registration	Certifications	Cost Share \$3,500 Maximum	
Cattle - 30 Head Goats/Sheep - 50 Head	Applicant or Family Owned	Required	BQA - Beef and Dairy Permit - Dairy	Standard 35%	Master 50%
Head of livestock = maximum number of single type, regardless of sex or age, <b>at one time</b> during the last 12 months.					

- Applicant or a member of the applicant's immediate family must own land where permanent structures will be built. Only one application, per premises or property, per family owned land, per household, per business, per application period is allowed.
- Approvals will be allocated for the maximum amount. Reimbursements will be based on finished project up to maximum.
- Quotes are not required to request cost share funds.
- It is the applicant's responsibility to ensure that their project is eligible and meets all TAEP criteria.
- Use of structure is for covering securely installed livestock working equipment only.
- This is a separate program from Livestock Equipment (pages 8-9).



This program has a **lifetime maximum of one (1) reimbursement.**

## PROGRAM GOALS: Improve farm safety, functionality, and longevity of livestock working equipment by providing a protective cover

### GUIDELINES

#### Eligible Items

- |   |  |
|---|--|
| <ol style="list-style-type: none"> <li>New structures and additions to existing structures <ol style="list-style-type: none"> <li>Structures must be a minimum size of <b>480 square feet</b> - 2nd level will not be eligible; <b>16 ft width minimum</b></li> <li>Minimum height – <b>10 ft high</b> clearance</li> <li>Minimum of two openings for livestock access/movement</li> <li>Use of structure is for covering securely installed livestock working equipment only.</li> </ol> </li> </ol> | <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;">Working equipment must be arranged in a functional layout at the time of reimbursement. <b>Minimum setup of equipment undercover includes squeeze chute, alley, and crowding system area.</b></div> <ol style="list-style-type: none"> <li>Roof-metal, shingles, or polymer coated fabric (e.g., Cover-All, Clear Span, Super Structure, etc.)</li> <li>Labor conducted by a contractor- <i>labor provided by applicant or their employees is not eligible</i></li> </ol> |
|---|--|

#### Requirements *additional requirements pages 11 and 12*

- |   |   |
|---|---|
| <ol style="list-style-type: none"> <li>It is the applicant's responsibility to ensure that their project is eligible and meets all TAEP criteria.</li> <li>Livestock working facility cover must conform to the minimum requirements and guidelines of TAEP.</li> </ol> | <ol style="list-style-type: none"> <li>Livestock working facility cover must be built on applicant owned land or land owned by a member of the applicant's immediate family. <i>Only one application, per premises or property, per family owned land, per household, per business, per application period is allowed.</i></li> </ol> |
|---|---|

#### Reimbursement maximums per square foot

Approvals will be allocated for the maximum amount of \$3,500. Reimbursements will be based on finished project up to maximum per square foot. Examples of how to calculate reimbursement amount will be included in reimbursement instructions and at [www.tn.gov/taep](http://www.tn.gov/taep).

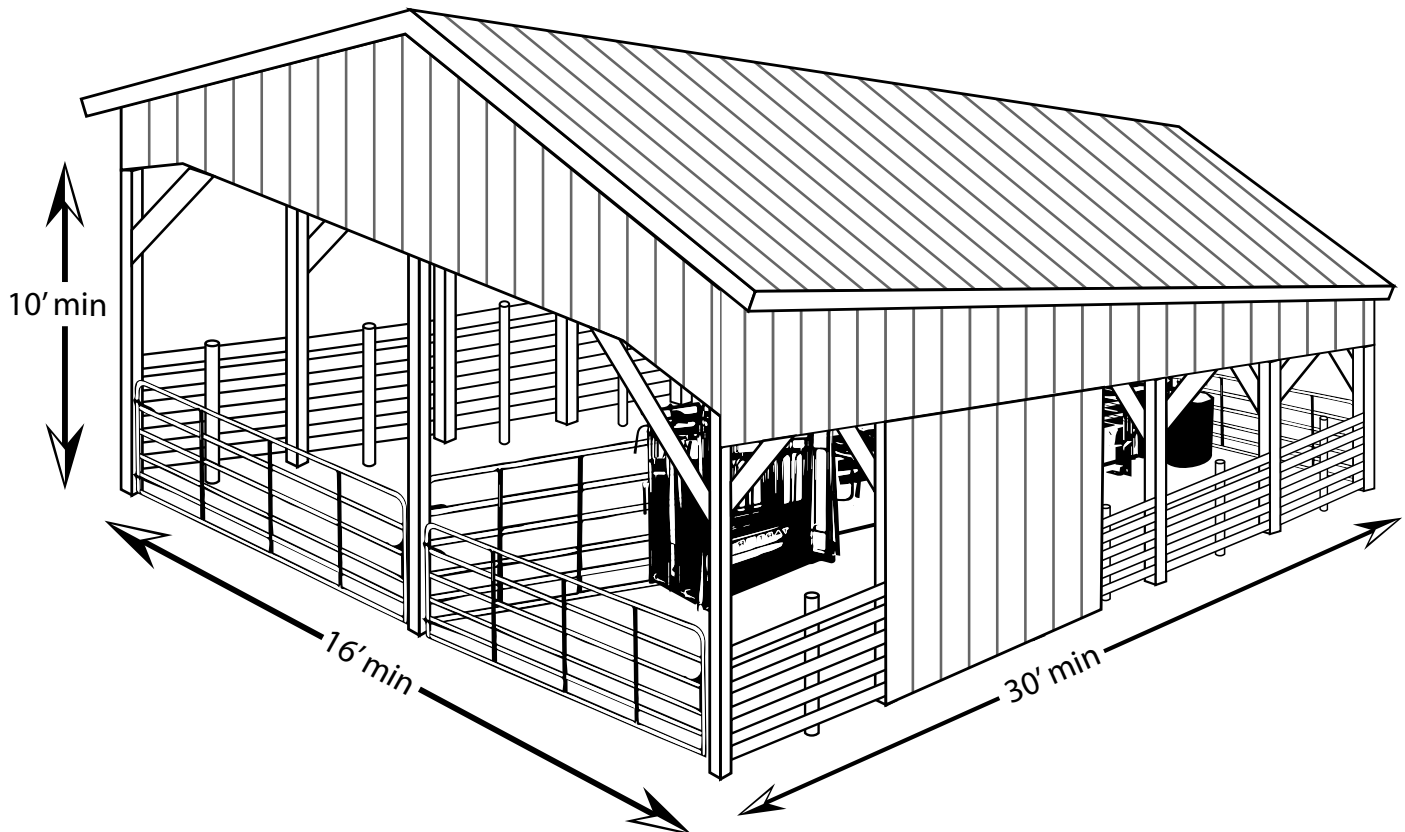
- |   |  |
|---|--|
| <ol style="list-style-type: none"> <li>35% Cost Share - Standard Producer<br/>\$2.00/ sq. ft. max.<br/>Total reimbursement not to exceed \$3,500</li> </ol> | <ol style="list-style-type: none"> <li>50% Cost Share - Master Producer<br/>\$3.00/sq. ft. max.<br/>Total reimbursement not to exceed \$3,500</li> </ol> |
|---|--|




#### Ineligible Items

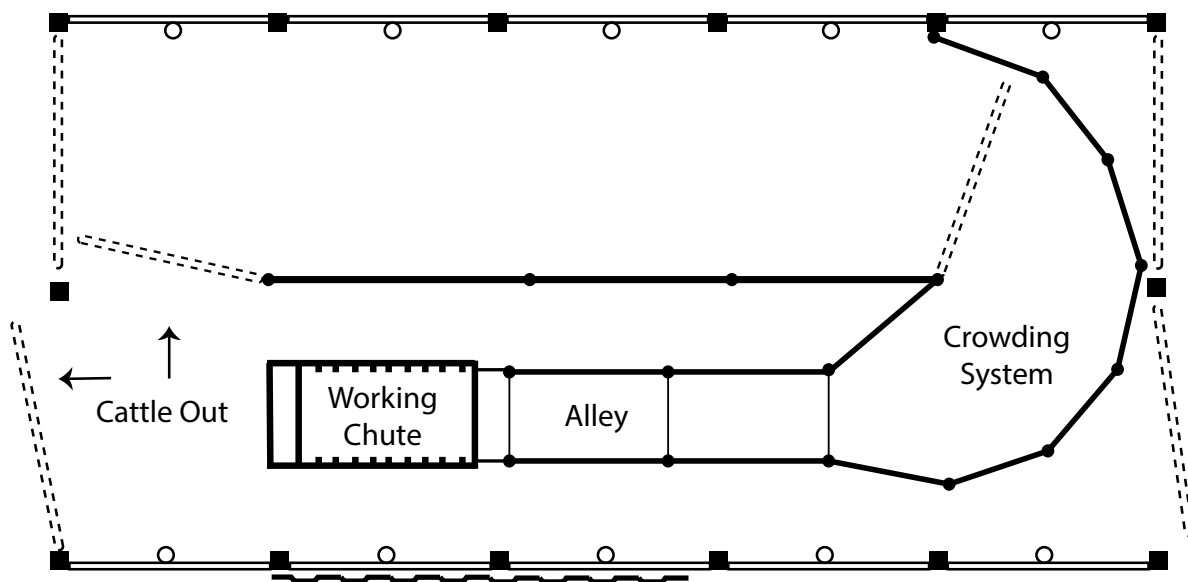
- |  |   |
|--|---|
| <ol style="list-style-type: none"> <li>Cost of clearing land and site preparation</li> <li>Renovations of existing structures</li> <li>Labor provided by applicant or their employees</li> <li>Flooring – concrete, geotextile fabric, gravel, and others</li> <li>Completely enclosed building</li> <li>Doors - walk through and drive through</li> </ol> | <ol style="list-style-type: none"> <li>Used materials are not eligible for reimbursement</li> <li>Material &amp; labor for the installation of electrical service or plumbing to livestock working facility cover structure or equipment</li> <li>Guard rails</li> <li><b>Livestock equipment</b> - see page 8 for program</li> </ol> |
|--|---|

# LIVESTOCK WORKING FACILITY COVER EXAMPLES

## NEW STRUCTURE



-  Enclosed Siding
-  Gate
-  Open Fencing



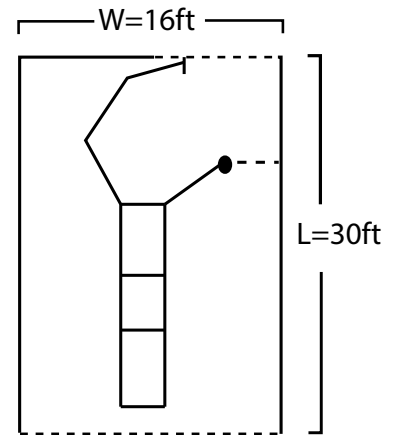
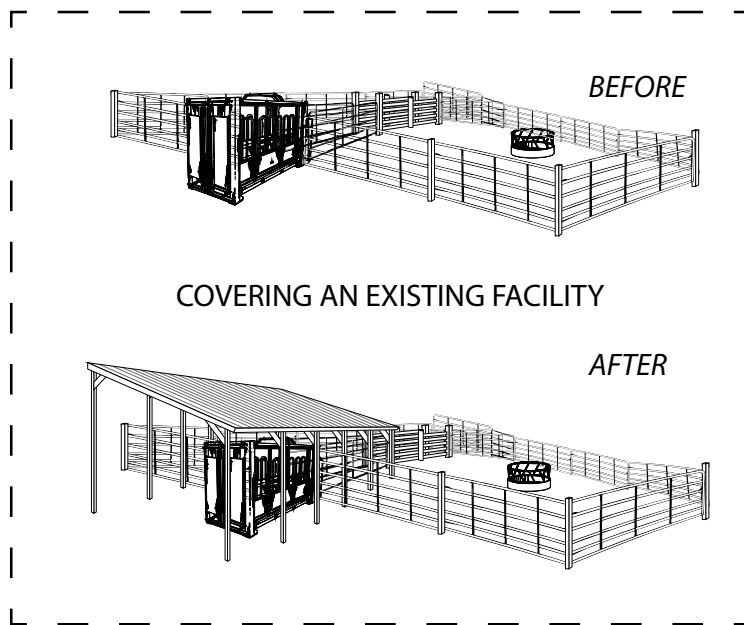
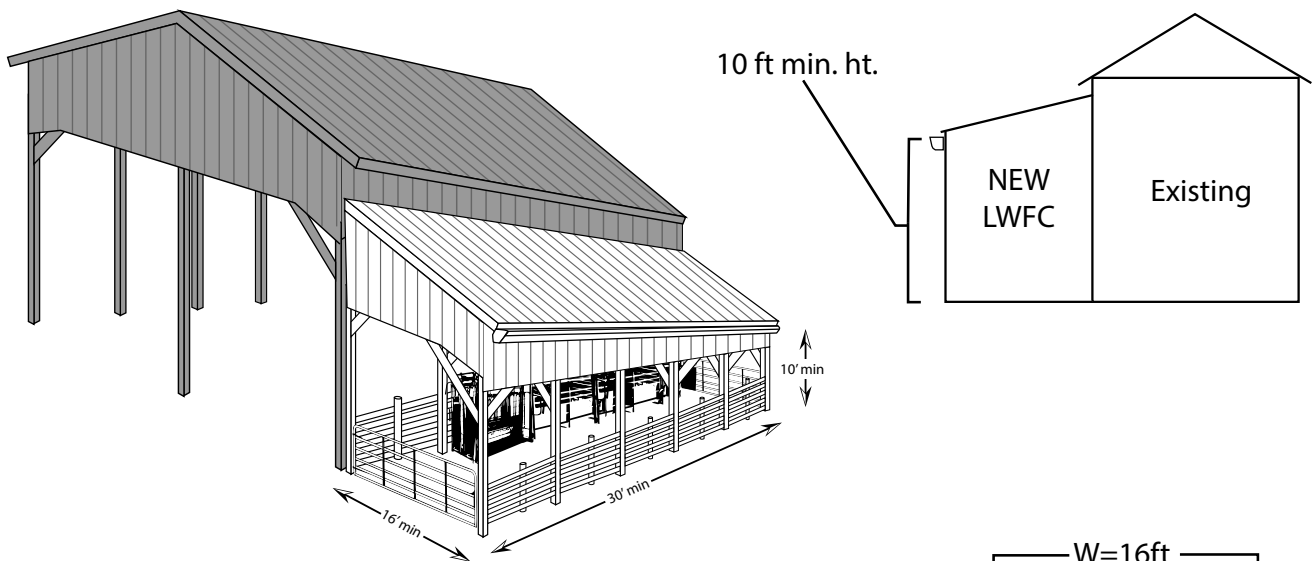
*See additional examples on page 12*



Lifetime limit: Applicants may only receive one (1) Livestock Working Facility Cover reimbursement.

# LIVESTOCK WORKING FACILITY COVER EXAMPLES

## ADDITION TO EXISTING STRUCTURES



Example: 16ft. x 30ft. = 480 sq. ft.

1. Minimum Size - 480 sq. ft.,  
Length (30ft.) x width (16ft.) = sq. ft.
2. Completely enclosed buildings are not eligible.
3. Livestock Equipment not eligible under the  
Livestock Working Facility Cover Program.



Lifetime limit: Applicants may only receive one (1) Livestock Working Facility Cover reimbursement.



# GRAIN STORAGE

Acreage Minimum Requirements	Property	Premises Registration	Cost Share \$15,000 Maximum
100 Acres of land in row crop production	Applicant or Family Owned - for bins and permanent equipment	Required for Livestock Producers	Standard 35%

- Applicant or a member of the applicant's immediate family must own land where permanent structures will be built. Only one application, per premises or property, per family owned land, per household, per business, per application period is allowed.
- Approvals will be allocated for the maximum amount. Reimbursements will be based on finished project up to maximum.
- Quotes are not required to request cost share funds.
- It is the applicant's responsibility to ensure that their project is eligible and meets all TAEP criteria.

## PROGRAM GOALS: Improve quantity, quality and marketing through proper storage and management

### GUIDELINES

#### Eligible Items

1. New permanent bins - min. capacity of 10,000 bushels
  - Smaller capacity bins can be combined to reach 10,000 bushels minimum
2. New permanently affixed equipment and accessories, necessary for proper and safe handling of grain, including drying and aeration components, conveyors and bin unload augers
3. Labor conducted by a contractor or the supplier for the construction of new bins and installation of new equipment - reimbursement for labor cannot exceed 30% of total reimbursement - *labor provided by the applicant or their employees is not eligible*
4. Portable bagging system
5. Grain vacuum
6. Transport auger\*
7. Site preparation
  - a. concrete foundations
  - b. aprons
  - c. pads
  - d. associated labor and materials for construction of new bins and/or equipment

#### Requirements

1. It is the applicant's responsibility to ensure that their project is eligible and meets all TAEP criteria.
2. Bins and permanent equipment must be built and/or installed on applicant owned land or land owned by a member of the applicant's immediate family. *Only one application, per premises or property, per family owned land, per household, per business, per application period is allowed.*

#### Ineligible Items

1. Grain/gravity wagons
2. Material and labor for the installation of electrical service to bins or equipment
3. Plastic used in bagging
4. Labor provided by applicant or their employees
5. Any grain bin or grain handling equipment for commercial purposes
6. Addition of rings to existing bins to increase capacity
7. Used bins, equipment and used materials unless otherwise noted



\* Transport auger may be new or used. Used item must be:

- In excellent working condition
- No excessive rust
- Functional soundness
- Reasonable market price



# HAY STORAGE

Livestock/Acreage Minimum Requirements	Property	Premises Registration	Certifications	Cost Share \$7,500 Maximum	
Cattle - 30 Head Goats/Sheep - 50 Head Hay - 50 Acres	Applicant or Family Owned	Required for Livestock Producers	BQA - Beef and Dairy	Standard 35%	Master 50%
Head of livestock = maximum number of single type, regardless of sex or age, <b>at one time</b> during the last 12 months.					

- Applicant or a member of the applicant's immediate family must own land where permanent structures will be built. Only one application, per premises or property, per family owned land, per household, per business, per application period is allowed.
- Approvals will be allocated for the maximum amount. Reimbursements will be based on finished project up to maximum.
- Quotes are not required to request cost share funds.
- It is the applicant's responsibility to ensure that their project is eligible and meets all TAEP criteria.
- Applicants who received a Hay Storage approval in 2013 are NOT eligible to apply for Hay Storage in 2014.



**Lifetime limit:** Applicants may only receive four (4) Hay Storage reimbursements.

## PROGRAM GOALS: Improve quantity and nutritional quality by using proper storage and management

### GUIDELINES

#### Eligible Items

- |  |   |
|--|---|
| <ol style="list-style-type: none"> <li>1. New structures and additions to existing structures               <ol style="list-style-type: none"> <li>a. New structures must be a min. of 900 sq. ft. - loft or 2nd level will not be considered in total sq. ft. of structure</li> <li>b. Min. eave height - 14 ft. high clearance for new structures and additions</li> <li>c. Use of structure must be for hay storage only</li> <li>d. At least one side/end must be completely open</li> </ol> </li> </ol> | <ol style="list-style-type: none"> <li>2. Site Preparation - site must be well drained; cost of elevated pad construction is eligible, <i>clearing of land is not eligible</i></li> <li>3. Roof - metal, shingles, or a polymer coated fabric (e.g., Cover- All, Clear Span, Super Structure, etc.)</li> <li>4. Flooring - recommended but not required; 4- 6 inches of gravel on geotextile fabric is eligible for cost share</li> <li>5. Labor conducted by a contractor - <i>labor provided by applicant or their employees is not eligible</i></li> </ol> |
|--|---|

#### Requirements *additional requirements page 15*

- |   |  |
|---|--|
| <ol style="list-style-type: none"> <li>1. It is the applicant's responsibility to ensure that their project is eligible and meets all TAEP criteria.</li> <li>2. Hay storage structures must conform to the minimum requirements and guidelines of the University of Tennessee Extension Service. These guidelines are available at county UT Extension offices or online at <a href="http://www.tn.gov/taep">www.tn.gov/taep</a> under Hay Storage.</li> </ol> | <ol style="list-style-type: none"> <li>3. Hay storage structures must be built on applicant owned land or land owned by a member of the applicant's immediate family. <i>Only one application, per premises or property, per family owned land, per household, per business, per application period is allowed.</i></li> </ol> |
|---|--|

#### Reimbursement maximums per square foot

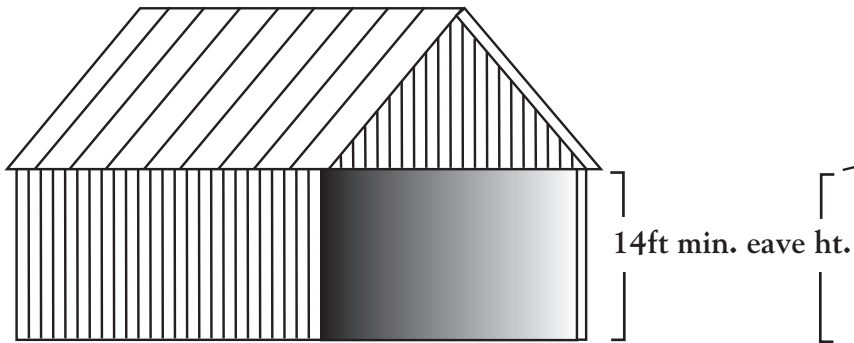
Approvals will be allocated for the maximum amount of \$3,500. Reimbursements will be based on finished project up to maximum per square foot. Examples of how to calculate reimbursement amount will be included in reimbursement instructions and at [www.tn.gov/taep](http://www.tn.gov/taep)

- |  |   |
|--|---|
| <ol style="list-style-type: none"> <li>1. <b>35% Cost Share - Standard Producer</b><br/>\$2.00/ sq. ft. max.<br/>Gravel and site prep - Max \$300<br/>Total reimbursement not to exceed \$7,500</li> </ol> | <ol style="list-style-type: none"> <li>2. <b>50% Cost Share - Master Producer</b><br/>\$3.00/sq. ft. max.<br/>Gravel and site prep - Max \$500<br/>Total reimbursement not to exceed \$7,500</li> </ol> |
|--|---|

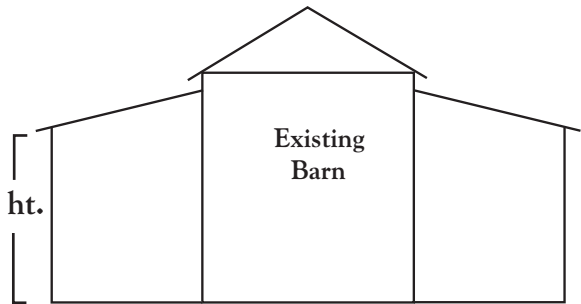
#### Ineligible Items

- |  |   |
|--|---|
| <ol style="list-style-type: none"> <li>1. Cost of clearing land</li> <li>2. Renovations of existing structures</li> <li>3. Labor provided by applicant or their employees</li> <li>4. Concrete flooring</li> </ol> | <ol style="list-style-type: none"> <li>5. Completely enclosed buildings - no more than three walls</li> <li>6. Doors - walk through and drive through</li> <li>7. Used materials are not eligible for reimbursement</li> <li>8. Windows are not eligible</li> </ol> |
|--|---|

## HAY STORAGE EXAMPLES

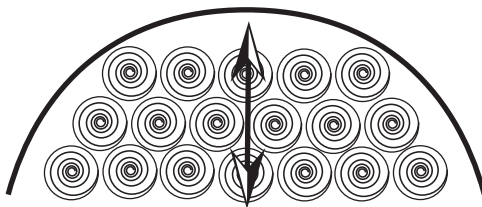


New Structure



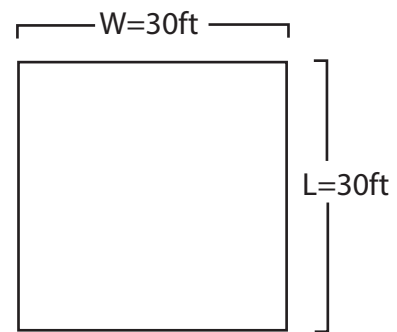
Additions to existing structure

Minimum Size - 900 sq. ft., *new structures only*  
length (ft.) x width (ft.) = sq. ft.



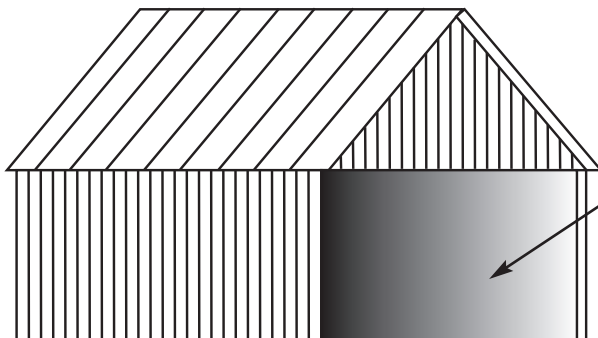
14ft min. ht.

Curved roof structure

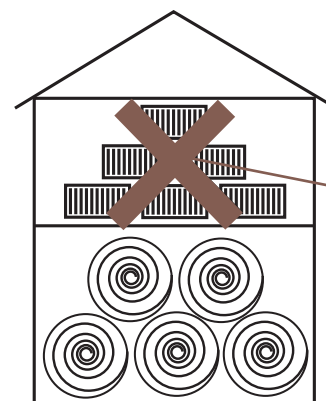


Example: 30 ft. x 30 ft. = 900 sq. ft.

Completely enclosed buildings are not eligible.



At least one  
side/end must be  
completely open.



2<sup>nd</sup> level not  
considered in  
total sq. ft.



Lifetime limit: Applicants may only receive four (4) Hay Storage reimbursements.

# LIVESTOCK FEED STORAGE

Livestock Minimum Requirements	Property	Premises Registration	Certifications	Cost Share \$10,000 Maximum	
Cattle - 100 Head Goats/Sheep - 150 Head Broilers - 10,000/yr Layers - 10,000/yr Swine - 100 Head	Applicant or Family Owned – for commodity sheds and silos	Required	BQA - Beef and Dairy PQA Plus – Swine Permit – Dairy	Standard 35%	Master 50%
Head of livestock = maximum number of single type, regardless of sex or age, <b>at one time</b> during the last 12 months.					

- Applicant or a member of the applicant's immediate family must own land where permanent structures will be built. Only one application, per premises or property, per family owned land, per household, per business, per application period is allowed.
- Approvals will be allocated for the maximum amount. Reimbursements will be based on finished project up to maximum.
- Quotes are not required to request cost share funds.
- It is the applicant's responsibility to ensure that their project is eligible and meets all TAEP criteria.

## PROGRAM GOALS: Improve long term feed storage, cost efficiency and feed quality

### GUIDELINES

#### Eligible Items

1. Mixer wagons\* and grinder/mixers\* - equipment directly used to mix and/or grind hay, grain and other supplements for feed
2. Hay wrappers - machinery used for the wrapping of hay for use as haylage
3. Commodity shed - new structures and additions to existing structures used for storage of bulk raw commodities, including whole grains and co-products used in a mixing process to produce feed (see page 17 for minimum specifications)
4. Silage baggers - machinery used for the bagging or debagging of silage
5. Silos - ground and upright for storage of silage - must have concrete floors and walls
6. Labor - labor conducted by a contractor, or the supplier for construction of infrastructure and installation of new equipment; **reimbursement for labor cannot exceed 30% of total reimbursement** - labor provided by the applicant or their employees is not eligible

#### Dairy Only Items *Dairy producers can purchase items 1-11*

7. Stationary milk tanks
8. Generators for dairy barn
9. Manure/lagoon pumps
10. Manure/lagoon agitators
11. Manure spreaders - liquid/dry

#### Poultry and Swine Only Items

*Poultry and swine producers can purchase items 1, 12, 13*

12. Generators for poultry or swine barn
13. Feed bin that has a minimum capacity of 4 tons dry and its only purpose is for on farm storage of animal feed

Only items where (\*) is indicated may be new or used. Used items must be:

- In excellent working condition
- No excessive rust
- Functional soundness
- Reasonable market price

#### Requirements *additional specifications page 17*

1. It is the applicant's responsibility to ensure that their project is eligible and meets all TAEP criteria.
2. Applicants cannot be reimbursed for the same type of equipment or item in two consecutive program years.
3. Commodity sheds and silos must be built on applicant owned land or land owned by a member of the applicant's immediate family. *Only one application, per premises or property, per family owned land, per household, per business, per application period is allowed.*

#### Ineligible Items

1. Feed bins for cattle and goats/sheep, *see Livestock Equipment*
2. Bins that will be used for storage of bulk commodities not directly used for feed
3. Skid steers and attachment implements for existing equipment
4. Plastic used in bagging or wrapping procedures
5. Grain elevators or other equipment used to load or unload bins or silos
6. Grain/gravity wagons
7. Commodity sheds used for storage of materials other than bulk raw commodities (e.g., hay and commercial mixed feeds)
8. Renovations of existing structures and equipment
9. Used equipment and used materials unless otherwise noted
10. Labor provided by applicant or their employees
11. Completely enclosed commodity sheds - no more than three exterior walls
12. Doors - walk through and drive through
13. Material and labor for the installation of electrical service to equipment

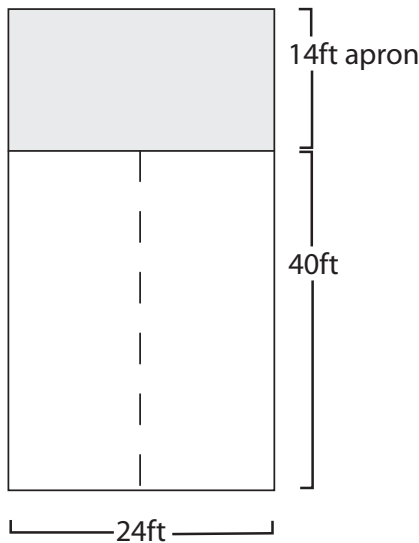
# COMMODITY SHED EXAMPLES

## Minimum Specifications

1. No more than three EXTERIOR walls, *completely enclosed buildings are not eligible*
2. Structure must have at least four reinforced INTERIOR walls, 4 ft. min. ht.
3. Minimum 14 ft. concrete apron
4. Bays - two or more
5. Concrete floor
6. Minimum 960 sq. ft.
7. Minimum height requirements:
  - Monoslope roof - 18 ft. front
  - Gable roof - 16 ft.

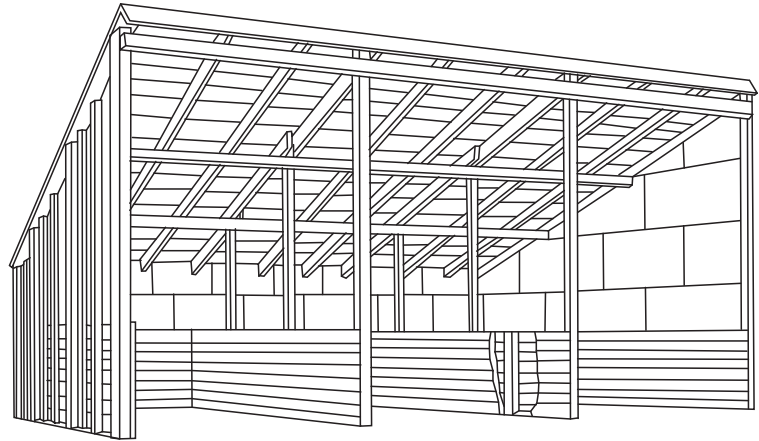
### Minimum Size 960 sq. ft.

#### TOP VIEW



length (40 ft.) x width (24 ft.) = 960 sq. ft.

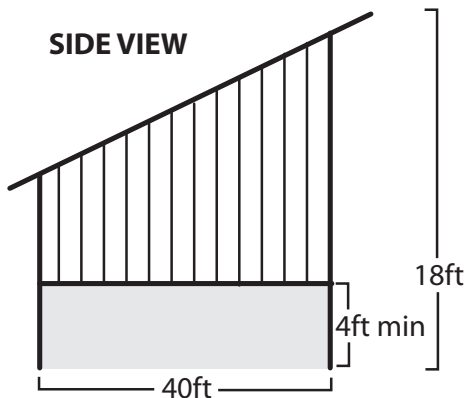
#### UT Plan T4138\*



\*<http://Bioengr.ag.utk.edu/extension/extpubs/plans/T4138.pdf>

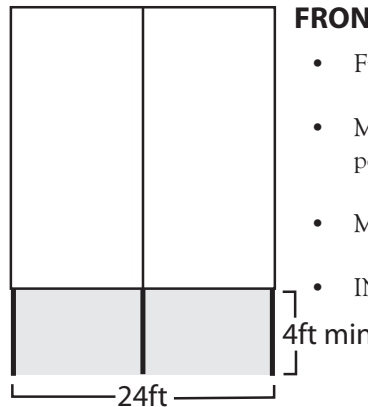
### Monoslope Roof

#### SIDE VIEW



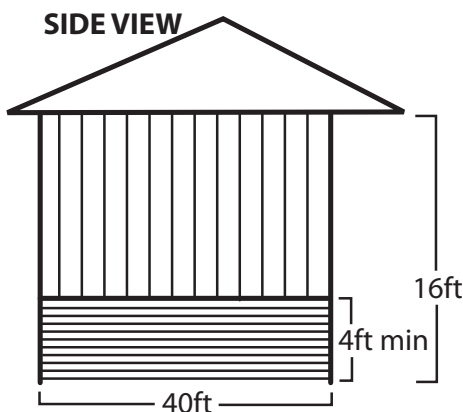
#### FRONT VIEW

- Front - must be completely open
- Monoslope roof with reinforced walls, poured concrete or boards/planks
- Minimum of two bays
- INTERIOR walls must be a min of 4 ft. high



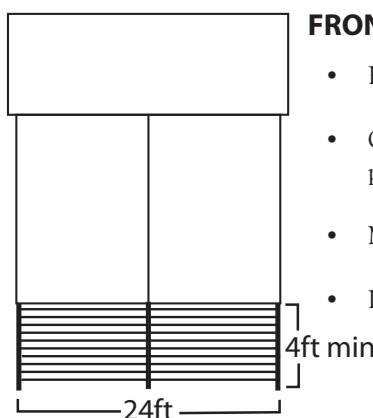
### Gable Roof

#### SIDE VIEW



#### FRONT VIEW

- Front - must be completely open
- Gable roof with reinforced walls, poured concrete or boards/planks
- Minimum of two bays
- INTERIOR walls must be a min of 4 ft. high



# HOW TO APPLY

## Online

Applicants may apply electronically at TAEP Online. *Please note that electronic applications are not mandatory. See page 19 for instructions for applying online.*

## Paper

Applicants choosing to apply using the paper method will need to submit Application A form (pages 21 & 22) and Substitute W-9 form (page 20).

*Important Note: Applicants are encouraged to keep a copy of their application materials and to mail the original using a traceable method of delivery. For example, USPS Return Receipt method will provide the sender with evidence of delivery (to whom the mail was delivered and date of delivery).*

### Basic Instructions for Application A and Substitute W-9 Forms

Review program descriptions and requirements to determine which programs you are eligible for and what certifications/permits are required to apply. Complete all sections of the application. Visit [www.tn.gov/taep](http://www.tn.gov/taep) for complete application instructions.

- **Taxpayer number** – list your preferred tax number. This number must match the tax number listed on your Substitute W-9 form. Please list only one number. *This number is NOT your TN agricultural sales tax exempt number. For information on obtaining your TN agricultural sales and use tax certificate of exemption, contact TN Dept. of Revenue by calling 1-800-342-1003, emailing [Tn.Revenue@tn.gov](mailto:Tn.Revenue@tn.gov) or visiting [www.tn.gov/revenue](http://www.tn.gov/revenue).*
- **Name** – enter your **full legal name** and indicate your title and any suffix you may have. The name you list on Application A must match the name you list on your Substitute W-9 form. *Applicant name must match name on educational certifications, permits, premises registration, and property records, where required for eligibility. You can add your commonly used name to the application in parentheses (nickname/common name).*
- **Mailing Address** – enter the address where you receive your mail. TAEP documentation will be sent to this address. This address may be different than your home or farm address. This mailing address must match the address you list on your Substitute W-9 form.
- **Residential Address** – enter the address where you live. This address may be the same as your mailing or farm address.
- **Farm Address** – enter the physical address of the farm where your project will be. The premises ID address must match the farm address listed on the application.
- **Premises Information** – see page 4, Eligibility Requirements #7, for information.
- **Property Ownership** – indicate whether the farm property address is owned by you (applicant), a member of your immediate family (list legal property owner) or leased. *Applicant or a member of the applicant's immediate family must own land where permanent structures will be built. Applicants may only submit one Application A per premises or property, per family owned land, per household, per business, per application period. See page 4, Eligibility Requirements #6.*
- **Applicant Certifications/Permits** – BQA and PQA certifications must be current at the time of application. Dairy producers must be permitted by TDA at time of application to be eligible as a dairy.
- **Livestock/Acreage** – each program has a minimum number of livestock/acreage requirements. The applicant must meet at least one requirement per program applied for, along with other eligibility requirements.
- **Cost Share Request Summary** – follow instructions to select your cost share request(s)
- **Applicant Agreement** – this section features several important bullet points regarding program participation. Read each line of text. Print your name and date. Sign your name.
- **Substitute W-9 Form** – the name you list on Application A must match the name you list on this form. The taxpayer number listed on Application A must match the number listed on this form. Signature must match taxpayer name listed on this form. *Funds received as a result of TAEP reimbursement are taxable. Participants will receive Form 1099-G for payments over \$600.00.*

### Approval Notifications

Applicants will be notified in writing of approval or denial. Allow 12 weeks for application processing. Each program approval will include reimbursement instructions along with approval documents. Please note that receipts/payments dated prior to June 1, 2014 are not eligible.



## Applying Online for Application A

- Visit [www.tn.gov/taep](http://www.tn.gov/taep) during the application period
- Click on the TAEP Online link
- Click on the 2014 TAEP Application A link
- **If you have a TAEP Online account**
  - Click “yes” and enter your premise account number and password
  - Review your information and make updates if needed
  - Select cost share programs and indicate priority level (1-3)
  - Follow submission instructions and print a copy of your application
- **If you do not have a TAEP Online account**
  - Click “no” and complete all sections of the application
  - Follow submission instructions and print a copy of your application
  - Please note that a current email address is required



**Tennessee Agricultural Enhancement Program**



**2014 TAEP Cost Share Application A**

**Do you have a TAEP online account?**

☐ Yes      Premises Account #:       Password:

[Forgot Your Password?](#)

☐ No      I do not currently have a TAEP online account

[Help](#)

## More about TAEP Online

TAEP Online is an account management system that allows producers participating in TAEP to view information about their account. Participants can view their history, make contact updates, and see current status of application and reimbursements. If you have not participated in TAEP previously, you will not have an online account but you will be able to apply online during the application period.

## Accessing your TAEP Online Account

In order to access your TAEP Online account, you will need a current email address, your TAEP ID number, and your premises account number.

TAEP ID numbers can be found on Document A of your 2013 approval documents. If you do not have your TAEP ID number, email [taep.online@tn.gov](mailto:taep.online@tn.gov) to request a number. Include your name, address and premises account number in the email. The last date to request a TAEP ID number for the 2014 application period is May 30, 2014.

**REQUIRED FOR APPLICATION A APPROVAL**

Genetics, Livestock Equipment, Livestock Working Facility Cover, Hay Storage, Livestock Feed Storage, Grain Storage

**SUBSTITUTE W-9 FORM**

**REQUEST FOR TAXPAYER IDENTIFICATION NUMBER AND CERTIFICATION**

**1. Please complete general information:**

Taxpayer Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Business Name (if applicable) \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

*Reimbursement check will be mailed to this address.*

**2. Circle the most appropriate category below: (please circle only one)**

- 1) Individual (not an actual business)
- 2) Joint account (two or more individuals)
- 3) Custodian account of a minor
- 4)
  - a. Revocable savings trust (grantor is also trustee)
  - b. So-called trust account that is not a legal or valid trust under state law
- 5) Sole proprietorship (using a social security number for the taxpayer ID)
- 6) Sole proprietorship (using a federal employer identification number for taxpayer ID)  
**OR** Limited Liability Company (LLC) formed as a Disregarded Entity
- 7) A valid trust, estate, or pension trust
- 8) Corporation **OR** Limited Liability Company (LLC) formed as a Corporation
- 9) Association, club, religious, charitable, educational, or other non-profit organization  
**(for entities that are exempt from federal tax, use category 13 below)**
- 10) Partnership **OR** Limited Liability Company (LLC) formed as a Partnership
- 11) A broker or registered nominee
- 12) Account with the US Department of Agriculture in the name of a public entity that receives agricultural program payments
- 13) Government Agencies and organizations which are tax-exempt under Internal Revenue Service guidelines (i.e., IRC 501(c)3 entities)

**3. Fill in your taxpayer identification number below: (please complete only one)**

- 1) If you circled number 1-5 above, fill in your Social Security Number.**

\_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

- 2) If you circled number 6-13 above, fill in your Federal Employer Identification Number (EIN).**

\_\_\_\_\_ - \_\_\_\_\_

**4. Sign and date the form:**

Certification - Under penalties of perjury, I certify that the number shown on this form is my correct taxpayer identification number. If I circled category 13 above, I also certify that my agency or organization is tax-exempt per Internal Revenue Service guidelines and not subject to backup withholding.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Title (if applicable) \_\_\_\_\_



# Genetics - Livestock Equipment - Hay Storage – Grain Storage Livestock Working Facility Cover - Livestock Feed Storage

2014 Cost Share Application – Application A

Office Use Only  
Date Received

## 1. APPLICANT INFORMATION

<b>Taxpayer ID Information</b> List one number only. This number must match your Substitute W-9 form (pg.20).		<b>Social Security Number</b> (XXX-XX-XXXX)		or	<b>Federal Tax ID#</b> (XX-XXXXXXX)	
<b>Last Name</b>		<b>First Name</b>		<b>Middle Name</b>		<b>Title</b>
						<input type="checkbox"/> MR <input type="checkbox"/> MRS <input type="checkbox"/> JR <input type="checkbox"/> MS <input type="checkbox"/> MISS <input type="checkbox"/> SR
<b>Address Type</b>	<b>Street</b>	<b>City</b>		<b>ST</b>	<b>Zip Code</b>	<b>County</b>
Mailing				TN		
Residential				TN		
<b>Home Phone</b>		<b>Cell Phone</b>		<b>E-mail</b>		

## 2. FARM/PREMISES INFORMATION

<b>Farm Street Address</b>		<b>Farm City</b>		<b>ST</b>	<b>Zip Code</b>	<b>Farm County</b>
				TN		
<b>Premises Account #</b>		<b>Premises ID #</b>				
<b>Property Ownership</b>	<input type="checkbox"/> Applicant Owned	<input type="checkbox"/> Lease	<input type="checkbox"/> Family Owned – list name of legal property owner below: Name:			
<ul style="list-style-type: none"> <li>❖ TDA Premises Registration is required if applicant has livestock on their operation.</li> <li>❖ Applicant name must match contact name (primary or alternate) listed on premises account to be eligible.</li> <li>❖ Farm address must match address registered for Premises ID # listed.</li> <li>❖ Applicant or a member of the applicant's immediate family must own land where permanent structures will be built.</li> <li>❖ <b>Only one Application A, per premises or property, per family owned land, per household, per business, per application period is allowed.</b></li> <li>❖ If applicant does not have livestock on their operation, list farm address and indicate property ownership only.</li> </ul>						

## 3. APPLICANT CERTIFICATIONS/PERMITS

<b>TN Beef Quality Assurance (BQA) – Required for cattle</b>	<b>BQA Certification #:</b>	
	<b>BQA Expiration Date:</b>	
<b>Pork Quality Assurance Plus (PQA) – Required for swine</b>	<b>PQA Certification #:</b>	
	<b>PQA Expiration Date:</b>	
<b>TDA Dairy Permit # – Required to be eligible as a dairy</b>	<b>TDA Dairy Permit #:</b>	
<b>UT Master Beef Producer (MBP), Master Dairy Producer (MDP), or TN Milk Quality Initiative (TQMI) – Required for 50% - cattle</b>	<b>Plan to take or completed MBP/ MDP/TQMI Course?</b>	<input type="checkbox"/> No <input type="checkbox"/> Yes
<b>UT Master Meat Goat Producer (MMGP) – Required for 50% - goat/sheep</b>	<b>Plan to take or completed MMGP Course?</b>	<input type="checkbox"/> No <input type="checkbox"/> Yes
<b>Certifications/permits must be completed by applicant. No substitutions allowed. See pages 3 &amp; 4 for more information.</b>		

## 4. LIVESTOCK AND ACREAGE INFORMATION

<b>Head of Livestock = maximum number of single type, regardless of sex or age, at one time during the last 12 months.</b>					
<b>Check Livestock Type</b>	<b>List # of Head</b>	<b>Check Livestock Type</b>	<b>List # of Head</b>	<b>Check Acreage Type</b>	<b>List # of Acres</b>
<input type="checkbox"/> Cattle - Beef		<input type="checkbox"/> Sheep - Meat		<input type="checkbox"/> Hay	
<input type="checkbox"/> Cattle - Dairy - Milk producer		<input type="checkbox"/> Sheep - Dairy		<input type="checkbox"/> Corn	
<input type="checkbox"/> Cattle - Dairy - Heifer replacement		<input type="checkbox"/> Poultry - Broilers		<input type="checkbox"/> Soybeans	
<input type="checkbox"/> Goats - Meat		<input type="checkbox"/> Poultry - Layers		<input type="checkbox"/> Wheat	
<input type="checkbox"/> Goats - Dairy		<input type="checkbox"/> Swine		<input type="checkbox"/> Other	



5. COST SHARE REQUEST SUMMARY					
<ul style="list-style-type: none"> <li>✓ Applicants can apply for <b>up to three</b> cost share requests.</li> <li>✓ Only <b>one</b> cost share request per group (Genetics, Facility Improvement, and Storage) is allowed.</li> <li>✓ Indicate your cost share request by checking "Yes" or "No" for each program.</li> <li>✓ Rank the programs checked "Yes" by importance for your operation in 2014.</li> <li>✓ Show the rank by circling the number: 1=first priority, 2=second priority, 3=third priority.</li> </ul>					
Program	Check Request	Priority Rank	Additional Information		Office Use
<b>GENETICS</b> – only one request allowed per group					
<b>Genetics</b> \$1,200 Maximum	<input type="checkbox"/> No <input type="checkbox"/> Yes	1   2   3	• Maximum reimbursement for Goats/Sheep genetics is \$350		<input type="checkbox"/> A <input type="checkbox"/> D
<b>FACILITY IMPROVEMENT</b> – only one request allowed per group					
<b>Livestock Equipment</b> \$3,500 Maximum	<input type="checkbox"/> No <input type="checkbox"/> Yes	1   2   3	• Approvals will be allocated maximum amount • Reimbursements for Livestock Working Facility Cover will be based on actual invoice costs up to maximum per square foot • <b>Livestock Working Facility Cover program has a lifetime maximum of (1) reimbursement</b>		<input type="checkbox"/> A <input type="checkbox"/> D
<b>Livestock Working Facility Cover</b> \$3,500 Maximum	<input type="checkbox"/> No <input type="checkbox"/> Yes				<input type="checkbox"/> A <input type="checkbox"/> D
<b>STORAGE</b> – only one request allowed per group					
<b>Hay Storage</b> \$7,500 Maximum	<input type="checkbox"/> No <input type="checkbox"/> Yes	1   2   3	• Applicants who received a Hay Storage approval in 2013 are not eligible to apply for Hay Storage in 2014 • <b>Lifetime limit of (4) Hay Storage reimbursements</b> • Approvals will be allocated maximum amount • Reimbursements for Hay Storage will be based on actual invoice costs up to maximum per square foot • Reimbursements for Livestock Feed Storage and Grain Storage will be based on actual invoice costs up to maximum		<input type="checkbox"/> A <input type="checkbox"/> D
<b>Livestock Feed Storage</b> \$10,000 Maximum	<input type="checkbox"/> No <input type="checkbox"/> Yes				<input type="checkbox"/> A <input type="checkbox"/> D
<b>Grain Storage</b> \$15,000 Maximum	<input type="checkbox"/> No <input type="checkbox"/> Yes				<input type="checkbox"/> A <input type="checkbox"/> D
6. APPLICANT AGREEMENT					
<ul style="list-style-type: none"> <li>• I certify that I am a citizen of the United States of America and/or lawfully present in the United States.</li> <li>• I certify that I am a resident of Tennessee and that I am at least 18 years old on application date.</li> <li>• I understand that only one <u>Application A</u> is allowed per premises or property, per family owned land, per household, per business, per application period.</li> <li>• I understand that it is my responsibility to ensure that my project is eligible and meets all TAEP criteria.</li> <li>• I certify that all the information on this application is complete, true and factual to the best of my knowledge and belief.</li> <li>• I understand that providing any false, fraudulent or misleading information may result in penalties and/or make this farm/tract ineligible to participate in present and/or future Tennessee Department of Agriculture programs.</li> <li>• I also understand that failure to utilize allocated funds can affect eligibility for future programs.</li> <li>• <b>I have reviewed and understand all of the guidelines listed in this application booklet.</b></li> </ul>					
_____ <b>Print Applicant Name</b>		_____ <b>Date</b>		_____ <b>Applicant Signature</b>	
7. HOW TO SUBMIT "APPLICATION A"					
<input type="checkbox"/> Review each section of application for completeness. <input type="checkbox"/> Fill in all blanks and check appropriate boxes where requested. <input type="checkbox"/> Attach Substitute W-9 form (page 20). <input type="checkbox"/> NO FAXES OR EMAILS ACCEPTED - Applications are only accepted by mail or hand delivery.				<b>Mail to:</b> <b>TN Dept. of Agriculture</b> <b>Attn: TAEP FY2014-A</b> <b>P.O. 40627</b> <b>Nashville, TN 37204</b>	
Printed applications must be postmarked June 1 – 7, 2014 or hand delivered June 2 – 6, 2014. Applicant will be notified in writing of approval or denial of application. Allow 12 weeks for processing.					

<b>TAEP APPLICATION A – Quick Reference for 2014 Program Requirements for Livestock Producers</b>					
<b>Producer Type</b>	<b>Genetics \$1,200 Max</b>	<b>Livestock Equipment \$3,500 Max</b>	<b>Livestock Working Facility Cover \$3,500 Max</b>	<b>Hay Storage \$7,500 Max</b>	<b>Livestock Feed Storage \$10,000 Max</b>
<b>Cattle</b> <i>Beef/Dairy</i>	<ul style="list-style-type: none"> <li>• 30 Head min.</li> <li>• Owned or leased land</li> <li>• Premises ID</li> <li>• BQA</li> <li>• Standard = 35%</li> <li>• MBP or TQMI = 50%</li> </ul>	<ul style="list-style-type: none"> <li>• 30 Head min.</li> <li>• Owned or leased land</li> <li>• Premises ID</li> <li>• BQA</li> <li>• Standard = 35%</li> <li>• MBP or TQMI = 50%</li> <li>• Permit - Dairy</li> </ul>	<ul style="list-style-type: none"> <li>• 30 Head min.</li> <li>• Land ownership required</li> <li>• Premises ID</li> <li>• BQA</li> <li>• Standard = 35%</li> <li>• MBP or TQMI = 50%</li> </ul>	<ul style="list-style-type: none"> <li>• 30 Head min.</li> <li>• Land ownership required</li> <li>• Premises ID</li> <li>• BQA</li> <li>• Standard = 35%</li> <li>• MBP or TQMI = 50%</li> </ul>	<ul style="list-style-type: none"> <li>• 100 Head min.</li> <li>• Land ownership - sheds &amp; silos</li> <li>• Premises ID</li> <li>• BQA</li> <li>• Standard = 35%</li> <li>• MBP or TQMI = 50%</li> <li>• Permit - Dairy</li> </ul>
<b>Goats/Sheep</b> <i>Meat/Dairy</i>	<div>\$350 Max</div> <ul style="list-style-type: none"> <li>• 50 Head min. (combined)</li> <li>• Owned or leased land</li> <li>• Premises ID</li> <li>• Standard = 35%</li> <li>• MMGP or TQMI = 50%</li> </ul>	<ul style="list-style-type: none"> <li>• 50 Head min. (combined)</li> <li>• Owned or leased land</li> <li>• Premises ID</li> <li>• Standard = 35%</li> <li>• MMGP or TQMI = 50%</li> <li>• Permit - Dairy</li> </ul>	<ul style="list-style-type: none"> <li>• 50 Head min. (combined)</li> <li>• Land ownership required</li> <li>• Premises ID</li> <li>• Standard = 35%</li> <li>• MMGP or TQMI = 50%</li> </ul>	<ul style="list-style-type: none"> <li>• 50 Head min. (combined)</li> <li>• Land ownership required</li> <li>• Premises ID</li> <li>• Standard = 35%</li> <li>• MMGP or TQMI = 50%</li> </ul>	<ul style="list-style-type: none"> <li>• 150 Head min. (combined)</li> <li>• Land ownership - sheds &amp; silos</li> <li>• Premises ID</li> <li>• Standard = 35%</li> <li>• MMGP or TQMI = 50%</li> <li>• Permit - Dairy</li> </ul>
<b>Poultry</b> <i>Broilers</i>					<ul style="list-style-type: none"> <li>• 10,000/yr min.</li> <li>• Land ownership - sheds &amp; silos</li> <li>• Premises ID</li> <li>• Standard = 35%</li> </ul>
<b>Poultry</b> <i>Layers</i>					<ul style="list-style-type: none"> <li>• 5,000/yr min.</li> <li>• Land ownership - sheds &amp; silos</li> <li>• Premises ID</li> <li>• Standard = 35%</li> </ul>
<b>Swine</b>					<ul style="list-style-type: none"> <li>• 100 Head min.</li> <li>• Land ownership - sheds &amp; silos</li> <li>• Premises ID</li> <li>• Standard = 35%</li> <li>• PQA Plus</li> </ul>
<b>Abbreviations</b>	<p>BQA=Beef Quality Assurance  MBP=Master Beef Producer  PQA=Pork Quality Assurance  TQMI=Tennessee Quality Milk Initiative  MMGP=Master Meat Goat Producer</p> <p>Head of livestock refers to maximum number of single type, regardless of sex or age, <b>at one time</b> during last 12 months.</p> <p>Goats/Sheep can be combined to meet minimum number requirement.</p> <p>Land ownership (applicant or Family owned) refers to the property where permanent structures will be built. Projects must be built or installed on land located in Tennessee.</p>				

#### **Nondiscrimination**

The Tennessee Department of Agriculture prohibits discrimination against persons based on their race, color, national origin, sex, age or disability. Any person alleging discrimination based on a prohibited basis has a right to file a complaint within 180 days of the alleged discrimination with the Tennessee Department of Agriculture and/or the Tennessee Human Rights Commission. For more information contact Nakisha Easley, Title VI Coordinator at 615.837.5167.

#### **Public Disclosure**

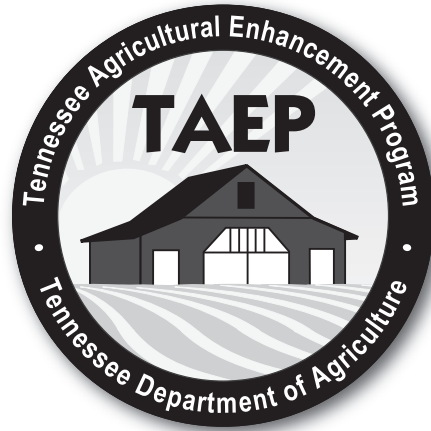
Under Tennessee's Public Records law, information provided to the state becomes public record and is open to public inspection unless otherwise protected by state or federal law. A public record is defined as all documents or materials, regardless of physical form or characteristics made or received in connection with the transaction of official business by any governmental agency. Please be aware that information collected by the Tennessee Department of Agriculture could be made available to the public upon request by any citizen of the state. Requests for public records will be examined for compliance with public record laws.



livestock.genetics@tn.gov  
livestock.equipment@tn.gov  
workingfacility.cover@tn.gov  
grain.storage@tn.gov  
hay.storage@tn.gov  
livestock.feedstorage@tn.gov  
producer.diversification@tn.gov  
taep.outreach@tn.gov  
taep.online@tn.gov

Tennessee Agricultural Enhancement Program  
Tennessee Department of Agriculture  
Ellington Agricultural Center  
P.O. Box 40627  
Nashville, TN 37204

**Information Line**  
**1.800.342.8206**



Physical Address  
Ellington Agricultural Center  
Holeman Building  
424 Hogan Road  
Nashville, TN 37220



Tennessee Department of Agriculture. Authorization No. 325372, 35,000 copies, February 2014. This public document was promulgated at a cost of \$0.20 per copy.